



Accounts Payable Clerk – Winnipeg, MB

Buhler Industries Inc., a leading and growing manufacturer of farm equipment, is currently accepting applications for an **Accounts Payable Clerk** for one of its divisions in Winnipeg.

Reporting to the Accounts Payable Supervisor, the successful candidate will be responsible for matching, coding and recording invoices and expense reports, as well as ensuring proper authorization for payment and research and resolution of any related discrepancies.

The successful candidate will have a minimum of 3 years of experience in Accounts Payable. Excellent communication and decision-making skills, in combination with the ability to multitask and meet deadlines in a fast paced environment are essential. Working knowledge of AS400 accounting software is strongly preferred. Related post-secondary education would be a definite asset.

We offer competitive salary and benefits. Please forward your resume in confidence to:

Buhler Industries Inc.
Director of Human Resources
1260 Clarence Avenue
Winnipeg, MB
Canada R3T 1T2

Fax, with cover sheet, attention to Director of Human Resources: (204) 654-2503.

E-mail: hr@buhler.com

Thank you for your interest however only those selected for an interview will be contacted.